

CSA Workgroup Telecon Update

August 25, 2005

Roll Call: John Magurder, Anka Ninnemann, Sriram Aravamudhan and Steve Kalabokes are present for the telecon.

Current Agenda: There are two items on the agenda for today:
Research Cautions – Steve Kalabokes
Status of Research – All

Steve starts by inquiring if everyone received their minutes from July 28 telecon. He also sent out a workbook, with the first sheet being a matrix that needs to be filled out. The second sheet is the Configuration Status Accounting (CSA) checklist, Phase I. The third sheet is Mapping of Databases. This gets right to the matter of what this team is attempting to do, to link data items to various systems that have been targeted for review.

- **Assignments**

- **Individual Work Activities: These activities should be completed by March 20th at the latest to allow us to meet a target of May 19th (anticipated time frame for next CM Workshop) with all other required documentation.**

Steve outlined the requisite steps in completing this task and asked the team if anything else needed to be considered. There was no additional input. The steps are as follows:

- a. Obtain data dictionary or SME information (need to determine data format and underlying database management software)
- b. Obtain access to the tool assigned
- c. Interface with tool to identify what data elements are available and develop a mini-guide on how to access the targeted system and the appropriate screen containing the data of interest.
- d. Identify the scope of system, i.e. standard systems only...standard and non-standard systems, ARTCCs only, TRACONs only, and targeted user, etc.
- e. Interface with system owner to detail any enhancements that may impact the database.

- **Team Activities:**

- a. Development of an MOA for CSA access to targeted system database
- b. Development of an IRD for each of the system interfaces
- c. Identify what data elements cannot be accommodated by existing systems.
- d. Identify possible avenues for collecting the missing data elements
- e. Develop cost estimates for developing new database tables/Portal or functionality within Web CM as necessary
- f. Develop final report and recommendations for achieving a CSA

The goal is to develop a set of IRDs with each targeted system providing useful information for the CSA and meeting the criteria outlined in the out-briefing given during the CM workshop in New Orleans. When all of the requirements documents and IRDs are complete, the information will be turned over to the Web CM program office for development in accordance with the direction provided via the AVA study. The Web CM will then determine how best to meet the requirement.

Attached below in the table is the set of data requirements agreed as being necessary for an effective CSA:

Item Configuration Identification	
Make	X
Model	X
FAA Type Number	X
Bar Code	X
Location identifier	X
Owner Service Unit (OPI, System owner)	X
Version Number (Software)	X
CI Description	X
CI Identifier	X
Serial Number	X
Contract Number	X
Acceptance Date (not installation date)	X
Commissioning Date	X
Inspection Date	X
Warranty Expiration Date	X
COTS	X
Maintenance Expiration Date	X
Maintenance Concept (CDLS, ICDLS, CMLS, ICMLS; organic)	X
Manufacturing Date	X
Outage Documentation (TechNet)	X
Actual Cost of Equipment	X
Actual Cost of Labor for Installation	X

Configuration Change	
Case File Number	X
NCP Number	X
Case File Origination Date	X
NCP Issuance Date	X
Title	X
Priority	X
Scope	X
CCD Adjudication Date	X
CCD Closure Date	X
Originator of CF	X
Originating Organization	X
<i>Withdrawal Date</i>	
Date Mod Installed	X
CCD Number	X
CCD Status	X
Estimated Cost	X
Actual Cost of Mod	X
Modkit Quantity	X
Date Audit Conducted	X
Date Audit Completed	X
Actions Open/Closed	X
Location of Audit	X
SSD Number	X
SSM Number	X
LEM Number	X
Configuration Documentation	
Document Number	X
Document Title	X
Revision Status	X
Revision Letter	X
Version Number	X
Type of Document	X
Revision Date	X
TI Manual(s)	X

Volunteer	System for Research	Steps Involved				
		Identify system scope	Obtain data dictionary or SME information	Obtain access to the tool assigned	Identify data elements available within tool and develop guide for access to same	Detail any enhancements that may impact the database
John Magruder	Harvest and LIS					12-29-05
Denise Dunlap	DOCCON					10-31-05
Win Battle	WebCM					3-28-06
Shobhana Kannan	NIMS					12-5-05
Steve Kalabokes	ProjectWise					11-15-05
Sriram Aravamudhan	RTP, AITS					11-15-05
Anka Ninemann	JAI					11-30-05
John Magruder	TechNet					
Steven Kalabokes	FSEP					12-30-05
Anka Ninneman	FIAT					3-28-06

The above chart depicts the name of each CSA member, the system they have been assigned to research and the date of completion.

CURRENT AGENDA: The first item on the agenda is Research Cautions. In researching systems the first step is to find out if the system will be around in the future (Steve can't stress this enough). We want to make sure it's a viable system, not only from the standpoint of funding and backing but also it has to fit the needs. If it's at the end of a life cycle, is there a replacement, and will the replacement look like the existing system. Before we start "digging deep" into these systems we need to ask these questions. To verify the system is viable, that it is the official source of the information we are seeking and will continue to be around.

Steve explains that these scheduled telecons will be on the lines of a quick meeting, we just need an updated status of where we stand. We will use the second sheet in the workbook (the CSA checklist, Phase I), as the basis for addressing status.

John Magurder begins his status report by stating he made contact with LIS. He will work on putting together the information for the checklist. He also got more information on Harvest as well and can fill out most of the checklist blocks right now. He will put this all together and email it to Steve. John inquires about AF Tech Net, which Steve has been waiting to touch base with Faye Jordan (the customer, who has been out on a family matter) to see if this System could be assigned to Denise Dunlap. John explains that when researching Harvest he found out that Harvest prepares the modifications and documents and then it's passed on to AF Tech Net for field implementation. They are interrelated; John Magruder has volunteered to take on AF Tech Net.

Steve explains the checklist sheet is on page two of the workbook with nine steps. The steps are:

1. Obtain subject matter expert Program Manager name and contact info.
2. Obtain system level of information (service provided to customers, types of information managed).
3. Determine stage of the life cycle of the system (this should be done first).
4. Determine if the program is funded via the Capitol Investment Plan (CIP), which will indicate the stability of the system.
5. Obtain data dictionary or database schema.
6. Identify whether the data is an official source data.
7. Compare database to CSA requirements list and check off data elements.
8. Identify whether there are issues with the data source and define them (if the data is not reliable, or it only covers certain items and not everything in the NAS, there may be more issues that come out during the discussion with the Program Manager of that system).
9. Identify the database engine and use (if we want to be able to interface with another database, if it's not SQL compliant, it may make it difficult to make the link and extract data as needed).

Steve would like the team members to check off the blocks and fill in the information on the other two sheets. The first sheet asks for the program system, contact information, system description, system life cycle, whether CIP funded, date of interest (a generic description of what data sources are available), database management system, whether there is a data dictionary, CSA data elements requirements list, data limitations, database custodians, customers with data holders.

The last spreadsheet (which will help in formulating the IRDs) is Mapping of Databases. At this point you would list the data of interest, this would come from the CSA elements chart, you would then compare it to the database that you run across in other systems indicating the data format whether it's floating point, integer-based, alphanumeric-based, field width, the attribute name, data limitations. Steve doesn't think the team needs to go through each system, that most data elements will be generic. If there are any limitations it can be filled in once in the Mapping of Databases.

Steve is going to set up a Sharepoint site that will provide the team access to everyone's spreadsheet with their status. Shelley Neel is the Sharepoint site administrator. Configuration Status Accounting will be under CM tab on the Sharepoint. The consensus of the team is that they have not used Sharepoint. Steve explains that it is very user friendly and explains how to login on Sharepoint with user ID and password. Steve would like to keep track of the team efforts on the Sharepoint site. At each future telecon he will just ask for an updated status report which can be updated in Sharepoint.

Steve reports on the status of FSEP that he has completed four steps on the checklist. He has part of the FSEP Data Dictionary; and he is attempting to get the rest of the dictionary.

Steve explains to the group the meaning of a Data Dictionary. It is a document that outlines exactly what is in a database; it outlines the table attributes, which describes each column in the database as to what each column is. It goes into details about the data, what is the data, what format the data is in, it will define how wide the field is for the data. It defines exactly how the tables are structured, what the data elements are and how they are structured within the table. If the Program Office doesn't have a Data Dictionary then you can ask for a database schema. This lists what the attributes are but will not go into details on how the table itself is structured. You would have to go to the Program Manager to get more information on the data elements.

Anka starts her status update by explaining they put FIAT on hold until they can get more information. She has not filled out the matrix yet but she has the order for JAI and the user manual. Her point of contact on JAI is Craig Clark; it is an Oracle database, interfaces with FSEP. Anyone who maintains or wants to establish a new facility would use JAI for equipment and facilities/ systems and facilities. Their customers are anyone who deals with facility systems or equipment which would be field personal, Implementation Engineers. You can use JAI to do research and show status of your facilities. JAI has a long checklist that you can get to review against which she has. She feels that JAI will be a vital part to the CSA. She is not sure how JAI is funded; she is not sure about the Data Dictionary. She and Steve both feel JAI contains all of the official information. She only has a couple of items open yet that she has not received information on.

Steve suggests that they put their future information on the Sharepoint (once it is available). When it's up, he will send out the link for everyone to login.

Sriram Aravamudhan explains that he has the Program/Project Manager for AITS. Paul Martindale is the Project Manager, AFZ-500; the Program Manager is Rita Estrada-Cavallini. He has a partial Data Dictionary for AITS. He doesn't have all of the data elements, it is a big system, but he has all of the major ones. He is using the data comparison that the data elements are prepared so that we can be sure of what data we can pick from AITS. AITS gets information from LIS and FSEP. The life cycle for AITS is still in the development stage. AITS was initially done as a prelude to ASCM, since the funding for ASCM is being removed, AITS will be the main system. Right now AITS is in the development stages, they are working on the Bar Code technology. Currently AITS is funded but Sriram needs to find out how long it will be funded and when will the project be completed. AITS is also working with NIMS. They are working with data that feeds into the NIMS database, AITS is trying to work out an agreement with NIMS, LIS and AITS. AITS has started a monthly telecon. Sriram will dial in and try to get more information on AITS and what direction they are heading.

For RTP, Sriram has spoken to the Program Manager John Gellios and he assured Sriram that he will assist him in anyway possible. Sriram has sent John a list of the data elements that he has narrow down for CSA. John will look at the data elements and let Sriram know what elements in RTP conform to CSA. Once he gets a good match, Sriram can do some research on RTP. John Gellios has some current priority projects but will get with Sriram in the coming week.

For those that could not attend the telecon today, Steve will send an email asking for their input against the workbook and to keep the team abreast of their status. When the team is close to being done with this effort Steve would like to schedule a meeting (will have to decide on a location) and start putting together a complete list of what we can draw from this and start putting together an Interface Requirements Document(s). At that point he would like to get someone with Interface Requirements Document expertise to attend their meeting. The last phase of this effort would be to finalize the specification that they started at the Configuration Management Workshop in New Orleans. Once the Interface document and Specifications are done, they will turn it over to the WebCM group and see where they want to proceed with it. Our mission will be to get all the requirements documents together and hand it off to the WebCM group to continue the effort. Our goal is to have this ready by the next CM Workshop which should be sometime in May of 2006. At that time we will brief it out and turn it over to WebCM. If WebCM wishes, the group will continue to help support the effort.

Sriram adds that Shobhana Kannan was out of the office today but she called in and said that she had collected a lot of information on NIMS and she is researching it. She will send in an update on her information to Steve.

Until Sharepoint is up for everyone, Steve would like for the team to keep their spreadsheets at their desktop. Once Sharepoint is up for CSA, Steve will help in adding the spreadsheets to the Sharepoint.

Sriram has requested from the instructor of the Interface Management course an electronic copy so that he can send out to the team. Steve has a copy of a Data Dictionary that he will send out to those that would like a copy or that are not familiar with one.

ADJOURN: Steve thanked everyone for their attendance and with no more comments the telecon was adjourned.